



GRADING REVIEW



Grading Plan Checklist

The proposed adjacent grade elevation on your plans indicates that if the lot is not properly graded storm-water generate on you site may affect adjacent property or the public right-of-way. For this reason your are required to submit a grading plan as part of your permit.

☐ A signed and sealed grading plan with letter of intent shall be submitted to the floodplain supervisor for approval. Once approved the grading plans must be included on the permit set together with the approval letter for DERM final approval. The Grading plan shall show the direction of the surface runoff into whatever drainage system is provided. Run-off storage areas shall be created to retain stormwater run-off. For swales, both the direction and degree of slopes are to be carefully considered. All of this condition shall be established by plans, cross-sections and notes shall define grading pattern. The grading plans shall be of broad enough scope to coordinate the pattern detail with drainage of adjacent surrounding areas. Grading plans shall show typical cross section indicating grade elevation on both the subject site and adjacent properties showing stormwater retaining areas or retaining walls

☐ A complete topographical survey showing site elevations, including the elevations **adjacent sites** of the crown of the existing roads, swales, road shoulders, and access way to the site.

☐ Letter of intent from the property owner. The letter should be addressed to Miami-Dade County Department of Environmental Resources Management (D.E.R.M.), 11805 SW 26 Street, Suite 124, Miami, Florida 33175. Such petition should be described in detail, whether and to what extent the request serves a benefit, which would warrant the granting of the request, and general justification for approval of the application, nature of request and any other pertinent information. All petitions shall be typewritten on letter size paper, on one side of paper only. The letter of intent shall state the following:

☐ The name, address and telephone number of the petitioner, or other person authorized by the petitioner to receive service papers. Legal description of the property, properties folio number, a process number (if applicable) and the property's physical address shall be included in the letter of intent.

☐ Whether the petitioner is an individual, co-partnership, corporation or other entity, the names and addresses of the persons in control, if other entity.

☐ The owner understands this procedure and that some especial condition will be required and intents to comply with it In addition must acknowledge that if requested approval for areas below BFE higher flood insurance premiums may higher.

☐ A copy of a signed and sealed floor plan showing the use and the existing or proposed lowest floor elevation and adjacent grade next to the building. In addition a roof plan shall be submitted indicating the placement of a rain gutters with the rain leader spouts discharging into a 3'X3' pit with a perforate pipe surrounded by 1" gravel rock

☐ A cross section view showing the elevation level and the transition to grade from the centerline of the road to the structure. And from the adjacent property to structure. Including existing elevations and proposed elevation

☐ **The grading plans shall indicate a section of the berms, retaining walls, and/or swales etc** used to retain stormwater run-off and preventing it to enter adjacent sites. Emphasis should be placed on the prevention of flooding from off-site areas (streets railroad culvert crossing etc.) and on the containment of all run-offs on the subject site.

☐ A check or money order made payable to the Miami-Dade County Board of County Commissioners in the amount of \$210.00 + \$25.00 (per additional structure) must be submitted.

Call 786-315-2847 to schedule an appointment for the submittal and processing of the grading review. Please plan ahead, minimum-processing time is 5 -7 working days.



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All items of this letter of intent must be completed. If an item does not apply please indicated with N/A. If additional information or explanation is necessary please attached it. A letter of intent covering all items may be submitted.

FOLIO # : _____ **PROCESS #**
: _____

ADDRESS _____

LEGAL DESCRIPTION: _____

LOT : _____ **BLK:** _____ **PB # :** _____ **PG #:** _____ (Attached Metes and Bounds description if necessary)

HIGHEST CROWN OF ROAD ELEV.: _____ **Ft. NGVD HIGHEST CROWN OF ROAD ELEVATION ABOVE WAS TAKEN FROM A CERTIFIED SURVEY PREPARED BY :** _____ **PLS LIC #:** _____

ELEVATIONS	LOWEST FLOOR	GARAGE FLOOR	ADJACENT GRADE	STORMWATER RETAINITION
PROPOSED	FT NGVD	FT NGVD	FT NGVD	FT NGVD
	FT NGVD	FT NGVD	FT NGVD	FT NGVD
	FT NGVD	FT NGVD	FT NGVD	FT NGVD

DESIGN PROFESSIONAL CERTIFICATION

I hereby certify that this site will be graded in a manner to prevent stormwater runoff from entering adjacent sites, the public right-of-way or into lakes or canals, interceptors swales, berms or retaining walls will be constructed on-site with no encroachment over adjacent site. Attached plan shows typical cross section indicating grade elevation on both the subject site and adjacent properties showing stormwater retaining areas or retaining walls. Rain gutters will be place with rain leaders discharging into a pit filled with gravel. The pit will be placed a minimum of 5.0 Ft from the structure foundations

The rain gutters will be placed on the sides of the structure where the roof is pitch for discharging rainfall into a side of the property with less than 7.00 Ft. wide from the roof overhang to the property line. Except in zero-lot-Line lots with a stormwater management easement.

EXPLENATION OR COMMENTS: _____

I certify that all of the above information is true and correct to the best of my knowledge and believe.

Name (print) _____ **Date** _____ **Signature** _____

Project Architect/Engineer

Seal & License # _____

Address: _____ **Phone :** _____

OWNER ACKNOWLEDGEMENT

I understand that as a condition of approval for this review especial conditions may be impose, that I am subject to enforcement actions and /or fines if inspection of site reveal that the condition of the waiver have not been met as indicate on the final approval letter. In addition I **further understand that residential homes with attached garage floor, below the Base Flood Elevation may result in an increase flood insurance premium costs.** By accepting final approval this determinations is binding upon present owners, successors, and assigns



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Owner Name _____ Signature _____ Date _____

(print)

ADDRESS : _____ CITY : _____ ZIPCODE: _____ STATE : _____

PHONE : () _____



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The proposed adjacent grade elevation on your plans indicates that if the lot is not properly graded storm-water generate on you site may affect adjacent property or the public right-of-way. For this reason your are hereby required to submit a grading plan as part of your permit. An additional identical signed and seal copy of the grading plan should be attached together with this application to your permit set for DERM inspection record.

Site grading must be provided in a manner as to retain stormwater runoff with-in site. Swales or berms may be constructed with no encroachment into adjacent property in order to prevent stormwater run-off to enter adjacent property as well as into canals or lakes. No **direct surface water run-off is allowed into a body of water (canals, lakes etc)**. If an overflow outfall to a body of water is need an appropriate permit (class II) must be obtain from DERM Water Control Section

A standard lot-grading plan shall be a part of the permit set. Land filled to such elevations must be carefully graded and shaped. Slopes must trend away from structures. The area must be properly graded to direct surface runoff into whatever drainage system is provided. Run-off storage areas shall be created to retain stormwater run-off. For swales, both the direction and degree of slopes are to be carefully considered. All of this condition shall be established by plans, cross-sections and notes shall define grading pattern. The grading plans shall be of broad enough scope to coordinate the pattern detail with drainage of adjacent surrounding areas. Grading plans shall show typical cross section indicating grade elevation on both the subject site and adjacent properties showing stormwater retaining areas or retaining walls. Rain gutters shall be placed with rain leaders discharging into a pit filled with gravel. The pit will be placed a minimum of 5.0 Ft from the structure foundations. The rain gutters will be placed on the sides of the structure where the roof is pitch for discharging rainfall into a side of the property with less than 7.00 Ft. wide from the roof overhang to the property line. Except in zero-lot-Line lots with a stormwater management easement.

A building site shall be created at a minimum elevation of the County Flood Criteria or the highest crown of road elevation which ever is higher fronting the building site. On standard 7500 sq ft lots the building site is the entire lot. For lots greater than 7500 sq ft the building site shall extend a minimum of 10% of the width of the lot from the structure wall all around the perimeter of the structure. The lot shall be graded to direct surface runoff into swale areas. The swales, both the direction and degree of slopes are to be carefully considered to provide smooth transition to existing grades. If necessary berms may be provide to help retain run-off with site. Other alternative concrete walls with a minimum top elevation of 2' from exiting grade shall be considerate as alternatives.

FLOOD ZONE "X"

Generally proposed grades shall conform reasonably well to the natural land elevation contours. The intent of establishing minimum grade elevations is to prevent periodic flooding in low areas. Making excessive cuts from existing elevations or steep grades, which would concentrate the collection of floodwaters to an unacceptable extent. **Areas classify as flood zone "X"** typically have a natural advantage the existing grade are usually above the 100-year flood. Some times this is mistakably assume that the area is not subject to flooding. In very rare occasion the existing grade is lower than the 100-year flood. Regardless of the existing condition Miami Dade County and FEMA Floodplain Management guidelines require that in order to maintain the flood zone X classification the adjacent grade elevation shall be at or above the 100-year flood Elevation also known as the Base Flood Elevations.

Topographic changes to a site previously mapped by the Federal Emergency Management Agency (FEMA) will result in the re-configuration of a **Flood Hazard Area**. As soon as practicable, but not later than six months after the date such information becomes available, Miami-Dade County shall notify FEMA of changes by submitting technical or scientific data in accordance with the code of Federal Regulations. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and Floodplain management requirements will be assessing upon current data. On standard 7500 sq ft lots the building site is the entire lot. For lots greater than 7500 sq ft the building site shall extend a minimum of 10% of the width of the lot from the structure wall all around the perimeter of the structure. The minimum elevation of the adjacent grade should be no less than the **100-year flood** or the county flood criteria or the highest crown of road elevation fronting the property whichever is higher. To help you with the determination of the 100-year flood please call the Office of Plan Review Services at 786-315-2847 and request the closest 100-year flood elevation to your site. Any deviation from this minimum elevation will require the submittal of Letter of Map Revision to FEMA for an accurate re-determination of the flooding risk. This could re-classify the area to a flooding area were flood insurance will be required.

Adjacent Grade 11c2-Z - "Shall mean the highest finished grade elevation of the ground surface next to the proposed walls of the structure". 11c2-GG - "Minimum finished grade shall mean the elevation established in Dade County Flood Criteria Map at a specific development site or crown of road elevation of an existing adjacent road, whichever is higher" (or a waiver must be obtained). Site grading must be provided in a manner as to retain stormwater run-off within site and prevent run-off into adjacent property as well as direct surface water run-off into lakes or canals.

